

# Criminal Justice Reform for County Jails



# Topics Included in this Presentation

---

- CJR Overview
- Jail Users Access to eCourts
- eCourts
  - Case Documents
  - Case Notifications
- Assistance Information

# Overview

---

The county jails play an important part in the new Criminal Justice Reform (CJR) program. The following provides a summary of the role and impacts upon the jails.

1. Under CJR, all eligible defendants where a Warrant/CDR2 has been issued, must be transported to the county jail pending a first appearance at CJP court.
2. Eligible defendants are those who are charged on a DP or Indictable offense on a Warrant/CDR2, or, who have been arrested on an outstanding warrant (on a DP or Indictable offense) beginning on January 1, 2017.

## Overview

---

3. When the jail commits the defendant into their JMS/CCIS, a trigger is sent to the Pretrial system initiating a 48 hour clock for that inmate to complete their first appearance.
4. The defendant must be processed through CJP court within the 48 hour clock, or be released.
5. The jail intake staff will be given access to the AOC's eCourts system to access an inmates court activity and official court documents.
6. As court events occur, email notifications will be sent out to a group mailbox for selected jail staff.

7. The notifications will be sent for the following events:
  - a. A new Warrant/CDR2 has been issued in your county
  - b. The defendant/inmate has a Pretrial Release Order entered by CJP court
  - c. The defendant/inmate has Superior Court Detention Order entered into eCourts.

8. The jail users who have access to the eCourts system will be able to select the following court documents for view or print:
  - a. The Public Safety Assessment (PSA) to view the inmate risk scores – this is CONFIDENTIAL form.
  - b. The inmates Warrant/CDR2 complaint – includes:
    1. Complaint
    2. Affidavit of Probable Cause – New
    3. Preliminary Law Enforcement Incident Report (PLEIR) – New
    4. Jail Commitment Form - New
  - c. Inmate Pretrial Release Order
  - d. Inmate Pretrial Detention Order

## Overview

---

9. Having access to eCourts means that official court records and documents are available in digital format anytime day or night. **MANY PAPER FORMS CAN BE ELIMINTATED!**
10. The complaint itself contains the new statewide electronically signed jail commitment order and this can be easily accessed and printed by the intake staff.
11. If the defendant has been live scanned and linked to the complaint, it will be flagged in CCH and contain the positive SBI identifier.
12. The release or detention order can be accessed and used to discharge an inmate or to further process an inmate.

## Jail Users Instructions for Accessing eCourts

---

- The user can access the NJCourts.gov website and access the eCourts link that is provided on the home page of this site. You will need to know the complaint number of the case that you need to access and enter this in the search fields provided.
- The recipient of the email notification can select the link that is imbedded in the email notification. This will take you directly to the website described above.
- The following screens illustrate eCourts access.

Enter the following URL into your  
browser:

<https://portal.njcourts.gov/webe3/sso>

We recommend you bookmark or save this to your  
Favorites/Desktop for easy access in the future.

# Jail Users Instructions for Accessing eCourts

Enter your AOC user id and password and click Login

**NOTE: IF YOU FORGET YOUR PASSWORD YOU CAN RESET IT YOURSELF BY CLICKING THE LINKS AT THE BOTTOM OF THIS SCREEN!!!**

**NJ Courts**  
New Jersey Courts  
Independence • Integrity • Fairness • Quality Service

NJ Courts | Request Activation Email | Request User ID

## Login

Enter your User ID and Password.  
If you have been provided with a temporary password, login below.

User ID:

Password:

For [Login Help](#), click **"Reset Password"** or to request information about your existing ID click **"Request User ID Information"**.

If you are receiving **"Authentication Failed"** error message after logging in, please perform the following steps in order to reset your password:

1. Click the **Reset Password** button.
2. Answer the security questions or enter registered email address when prompted.
3. An email will be sent to the email address used to register the account.
4. Open the email and follow the instructions.

If you are still not able to successfully login after resetting your password, please contact the Help Desk at 1-800-343-7002  and someone will assist you.

# Jail Users Instructions for Accessing eCourts

Click on the eCourts link:

NJCourts Online NJCourts Online | Log Out

New Jersey Courts  
Independence • Integrity • Fairness • Quality Service

My Profile My Account

JOC eCourts

PDTROP3 Logged In

## Welcome

To complete your annual attorney registration, please click on the Attorney Registration and Payment tab above.

To confirm or update your contact information without completing your annual registration, please click on the Confirm or Update Contact Information tab above.

 JOC users: Please be advised that the link to JOC has changed as of Wednesday, September 21, 2016 to: <https://portal.njcourts.gov/webe3/sso>  
Please replace your old bookmark located in your favorites or on your desktop with this new link.

# Jail Users Instructions for Accessing eCourts

Select 'Municipal' from the selection dropdown list.

The screenshot displays the Judiciary eCourts System interface. At the top, the browser window shows the URL <https://portal.njcourts.gov/web/e1/ecourtsweb/pages/home/home>. The page header includes the New Jersey Courts logo with the tagline "Independence • Integrity • Fairness • Quality Service" and navigation links for "My Account", "Home", "Help", and "Logout". Below the header, the text "eCOURTS HOME" and "User: pdtrop3" are visible. The main content area features a "Welcome to eCourts" message and a "Select Court/Division:" dropdown menu. The dropdown menu is open, listing the following options: Appellate, Civil Part, Criminal, Family, General Equity-Foreclosure, **Municipal**, Special Civil Part, and Tax. A large red arrow points to the "Municipal" option. The screen ID "ECTS0710" is displayed at the bottom left.

# Jail Users Instructions for Accessing eCourts

Enter the complaint number of the defendant you want to access and click the Search button

Judiciary eCourts System - Municipal Home Help

 **QA - Internal**

CASE JACKET User:asha.desai

Search for Case

---

**Enter Complaint** (CDR No.):      

Example:

# eCourts - Case Detail Screen

When a case is found and displayed you will see summary data that top of screen, current Offenses and Case Actions (documents and notifications)

**Complaint Bail Set**

**Set By Name:** \_\_\_\_\_ **Title:** \_\_\_\_\_ **Bail Amount Set:** 0

**Date Bail Set:** \_\_\_\_\_ **Type:** \_\_\_\_\_

**Offenses**

Count	Offense Date	Offense	Auxiliary Offense	Degree	Drug Code	Disposition Date	Finding
1	11/30/2016	2C:29-2A(2) - RESIST ARR/EL W/RISK OF INJURY					

**Case Actions**

Filed Date	Defendant Name	Filings	Transaction ID	Entry Date	Entered By
11/30/2016	MARK, MARKY		MCS201611497	12/01/2016	JUABC4
11/30/2016	MARK, MARKY		MCS201611498	12/01/2016	JUABC4
11/30/2016	MARK, MARKY		PSP20161184	12/01/2016	Marcia.Rebimbas
11/30/2016	MARK, MARKY		PSP20161187	12/01/2016	marcia.rebimbas
11/30/2016	MARK, MARKY		PSP20161191	12/01/2016	leela.kolluri

# eCourts - Case Detail Screen

There may be several documents available in the list to choose. Select the paperclip or envelope icon to open the image. Some may have restrictions, click View Document to open the image.

**Complaint Bail Set**

Set By Name: Title: Bail Amount Set: 0  
Date Bail Set: Type:

**Offenses**

Count	Offense Date	Offense	Auxiliary Offense	Degree	Drug Code	Disposition Date	Finding
1	11/30/2016	2C:29-2A(2) - RESIST ARR/EL W/RISK OF INJURY					

**Case Actions**

Filed Date	Defendant Name	Filings	Case Description	Case ID	Disposition Date	Entered By
11/30/2016	MARK, MARKY		Municipal Complaint (s) completed	MCS201611498	12/01/2016	JUABC4
11/30/2016	MARK, MARKY		Municipal Complaint W-2016-003758-1214 Probable Cause Found-Manually Signed	MCS201611498	12/01/2016	JUABC4
			PUBLIC SAFETY ASSESSMENT generated for re: MUNICIPAL COMPLAINT W-2016-003758-1214 <a href="#">MCS201611498</a>	PSP20161184	12/01/2016	Marcia.Rebimbas
			First Appearance Hearing for Central Judicial Processing (CJP) scheduled for 400 PM on 11/30/2016 with Judge , test re: MUNICIPAL COMPLAINT W-2016-003758-1214 <a href="#">MCS201611498</a>	PSP20161187	12/01/2016	marcia.rebimbas
11/30/2016	MARK, MARKY		PROPOSED ORDER submitted by Leela Kolluri RELEASE re: MUNICIPAL COMPLAINT W-2016-003758-1214 <a href="#">MCS201611498</a>	PSP20161191	12/01/2016	leela.kolluri

**Message**  
Access Restriction  
RESTRICTED Rule

Sample  
Complaint  
PDF Image

COMPLAINT - WARRANT				
COMPLAINT NUMBER				<b>THE STATE OF NEW JERSEY</b> <b>VS.</b> <b>MARKY MARK</b>
1214	W	2016	003758	
COURT CODE	PREFIX	YEAR	SEQUENCE NO.	
<b>NEW BRUNSWICK MUNICIPAL COURT</b> 25 KIRKPATRICK ST, POB 265 NEW BRUNSWICK NJ 08903-0000 732-745-5089 COUNTY OF: <b>MIDDLESEX</b>				ADDRESS: <b>111 MAIN STREET</b> <b>TRENTON NJ 09876-0000</b>
# of CHARGES	CO-DEFTS	POLICE CASE #:		DEFENDANT INFORMATION
1				SEX: EYE COLOR: DOB: <b>11/21/1979</b> DRIVER'S LIC. #: DL STATE: SOCIAL SECURITY #: SBI #: TELEPHONE #: LIVSCAN PCN #:
COMPLAINANT PRIVATE CITIZEN NAME: PUBLIC SAFETY BLDG 25 KIRKPATRICK ST NEW BRUNSWICK NJ 08901				
By certification or on oath, the complainant says that to the best of his/her knowledge, information and belief the named defendant on or about 11/30/2016 in <b>NEW BRUNSWICK CITY</b> , <b>MIDDLESEX</b> County, NJ did: <b>WITHIN THE JURISDICTION OF THIS COURT, TEST</b>				
<b>in violation of:</b>				
Original Charge	1) <b>2C:29-2A (2)</b>		2)	3)
Amended Charge				
CERTIFICATION: I certify that the foregoing statements made by me are true. I am aware that if any of the foregoing statements made by me are willfully false, I am subject to punishment Signed: _____ Date: _____				
You will be notified of your Central First Appearance/CJP date to be held at the Superior Court in the county of <b>MIDDLESEX</b> at the following address: COURT HOUSE 1 KENNEDY SQUARE NEW BRUNSWICK NJ 08901-0000 Date of Arrest: <b>11/30/2016</b> Appearance Date: _____ Time: _____ Phone: <b>732-745-331</b>				
<b>PROBABLE CAUSE DETERMINATION AND ISSUANCE OF WARRANT</b>				
<input type="checkbox"/> Probable cause <b>IS NOT</b> found for the issuance of this complaint.				
_____ Date _____ Signature of Court Administrator or Deputy Court Administrator _____ Date _____ Signature of Judge				
<input checked="" type="checkbox"/> Probable cause <b>IS</b> found for the issuance of this complaint. <b>Complaint Manually signed</b> <b>11/30/2016</b> _____ Date Signature and Title of Judicial Officer Issuing Warrant				
TO ANY PEACE OFFICER OR OTHER AUTHORIZED PERSON: PURSUANT TO THIS WARRANT YOU ARE HEREBY COMMANDED TO ARREST THE NAMED DEFENDANT AND BRING THAT PERSON FORTHWITH BEFORE THE COURT TO ANSWER THE COMPLAINT.				
Bail Amount Set: _____ by: _____ (if different from judicial officer that issued warrant)				
<input type="checkbox"/> Domestic Violence – Confidential		<input type="checkbox"/> Related Traffic Tickets or Other Complaints		<input type="checkbox"/> Serious Personal Injury/ Death Involved
Special conditions of release: <input type="checkbox"/> No phone, mail or other personal contact w/victim <input type="checkbox"/> No possession firearms/weapons <input type="checkbox"/> Other (specify): _____				<b>ORIGINAL</b>
				Page 1 of 7 NJICDR2 11/1/2017

## Sample Commitment Page Image

COMMITMENT																													
COMPLAINT NUMBER				THE STATE OF NEW JERSEY																									
1214	W	2016	003758																										
COURT CODE	PREFIX	YEAR	SEQUENCE NO.																										
NEW BRUNSWICK MUNICIPAL COURT 25 KIRKPATRICK ST, POB 265 NEW BRUNSWICK NJ 08903-0000 732-745-5089 COUNTY OF: MIDDLESEX				ADDRESS: 111 MAIN STREET TRENTON NJ 09876-0000																									
# of CHARGES	CO-DEFTS	POLICE CASE #:		DEFENDANT INFORMATION																									
1				SEX: EYE COLOR: DOB: 11/21/1979																									
COMPLAINANT PRIVATE CITIZEN NAME: PUBLIC SAFETY BLDG 25 KIRKPATRICK ST NEW BRUNSWICK NJ 08901				DRIVER'S LIC. #: SOCIAL SECURITY #: TELEPHONE #: LIVESCAN PCN #:																									
<p>To any Law Enforcement Official of New Jersey, You are commanded to transport this defendant to the Warden of this county who is required to keep the defendant in custody until a release or detention decision is made.</p> <table border="1"> <thead> <tr> <th>Offense</th> <th>Aux Offense</th> <th>Drug Code</th> <th>Degree</th> <th>Offense Description</th> </tr> </thead> <tbody> <tr> <td>1. 2C:29-2A(2)</td> <td></td> <td></td> <td>3</td> <td>RESIST ARR/BLUD</td> </tr> <tr> <td>2.</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>3.</td> <td></td> <td></td> <td></td> <td></td> </tr> <tr> <td>4.</td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table> <p>Commitment Reason: Criminal Justice Reform</p> <p>You will be notified of your Central First Appearance/CJP date to be held at the Superior Court in the county of: MIDDLESEX at the following address:</p> <p>COURT HOUSE 1 KENNEDY SQUARE NEW BRUNSWICK NJ 08901-0000 Date of Arrest: 11/30/2016 Phone: 732-745-3311</p> <p>Complaint Manually Signed 11/30/2016 Signature and Title of Judicial Officer Issuing Warrant Date</p>					Offense	Aux Offense	Drug Code	Degree	Offense Description	1. 2C:29-2A(2)			3	RESIST ARR/BLUD	2.					3.					4.				
Offense	Aux Offense	Drug Code	Degree	Offense Description																									
1. 2C:29-2A(2)			3	RESIST ARR/BLUD																									
2.																													
3.																													
4.																													
				COMMITMENT																									
				Page 4 of 7 NJICDR2 1/1/2017																									

## Sample Affidavit of Probable Cause Image

Affidavit of Probable Cause			
<i>THE STATE OF NEW JERSEY</i>			
<i>VS.</i>			
<b>MARKY MARK</b>			
COMPLAINT NUMBER		ADDRESS	
1214	W	2016	003758
<small>COURT CODE</small>	<small>PREFIX</small>	<small>YEAR</small>	<small>SEQUENCE NO</small>
NEW BRUNSWICK MUNICIPAL COURT 25 KIRKPATRICK ST, POB 265 NEW BRUNSWICK NJ 08903-0000 732-745-5089		111 MAIN STREET  TRENTON NJ 09876-0000	
COUNTY OF: MIDDLESEX			
# of CHARGES	CO-DEFTS	POLICE CASE #:	
1			
COMPLAINANT PRIVATE CITIZEN		DEFENDANT INFORMATION	
NAME: PUBLIC SAFETY BLDG 25 KIRKPATRICK ST NEW BRUNSWICK NJ 08901		SEX: EYE COLOR:	DOB: 11/21/1979
		DRIVER'S LIC. #:	DL STATE:
		SOCIAL SECURITY #:	SBI #:
		TELEPHONE #:	LIVESCAN PCN #:
Purpose: This Affidavit/Certification is to more fully describe the facts of the alleged offense so that a judge or authorized judicial officer may determine probable cause.			
1. Description of relevant facts and circumstances which support probable cause that (1) the offense(s) was committed <u>and</u> (2) the defendant is the one who committed it:  test			
			Affidavit of Probable Cause
			Page 5 of 7 NJICDR2 1/1/2017

## Sample Preliminary Law Enforcement Incident Report Image

Preliminary Law Enforcement Incident Report				
COMPLAINT NUMBER				<b>THE STATE OF NEW JERSEY</b> <i>VS.</i> <b>MARKY MARK</b>
1214	W	2016	003758	
COURT CODE	PREFIX	YEAR	SEQUENCE NO.	
NEW BRUNSWICK MUNICIPAL COURT 25 KIRKPATRICK ST, POB 265 NEW BRUNSWICK NJ 08903-0000 732-745-5089 COUNTY OF: MIDDLESEX				ADDRESS: 111 MAIN STREET  TRENTON NJ 09876-0000
# of CHARGES	CO-DEFTS	POLICE CASE #:		DEFENDANT INFORMATION
1				SEX: EYE COLOR: DOB: 11/21/1979
COMPLAINANT PRIVATE CITIZEN				DRIVER'S LIC. #:
NAME: PUBLIC SAFETY BLDG				SOCIAL SECURITY #: SBI #:
25 KIRKPATRICK ST				TELEPHONE #:
NEW BRUNSWICK NJ 08901				LIVESCAN PCN #:
Purpose: The Preliminary Law Enforcement Incident Report (PLEIR) is designed to be appended to, and is expressly incorporated by reference in, the Affidavit of Probable Cause. It is intended to document basic information known to the officer at the time of its preparation. It is recognized that additional relevant information will emerge as an investigation continues. The PLEIR shall be in addition to, not in lieu of, any regular police arrest, incident, or investigation reports. Note that the PLEIR is specific to each defendant charged in an investigation.				
- The complaining officer personally observed the offense.				
Certification: I certify that the foregoing statements made by me are true. I am aware that if any of the foregoing statements made by me are willfully false, I am subject to punishment. Signed: _____ Date: 12/01/2016				
				Preliminary Law Enforcement Incident Report Page 7 of 7 NJICDR2 1/1/2017

## Sample PSA PDF Image

**Please be advised that, pursuant to Order of the Supreme Court, a defendant's PSA is a CONFIDENTIAL court record to be used by the Court, attorneys of record, and law enforcement personnel only. A defendant's PSA should not be distributed or made public.**



New Jersey Judiciary

Public Safety Assessment

Defendant: MARKY MARK	DOB: 11/21/1979	SBI #: 768765M	FBI #: N/A					
Complaint Number: W 2016 003758 1214		PSA Run Date: 11/30/2016 07:55 PM						
*** RECOMMENDATION TO COURT *** RELEASE ON OWN RECOGNIZANCE								
<i>Risk Scale: Failure to Appear</i>								
Low	1	2	3	4	5	6	High	<i>New Violent Criminal Activity Flag: No</i>
<i>Risk Scale: New Criminal Activity</i>								
Low	1	2	3	4	5	6	High	

## Sample Notification PDF Image

**NJ eCourts Complaint Received Notification – Municipal ComplaintW-2016-003758-1214 - Mark, Marky**

**SUPERIOR COURT OF NEW JERSEY – eCOURTS**

Defendant Name: Mark, Marky

Case Caption: State of New Jersey Vs Mark, Marky

Case Number: W-2016-003758-1214

Document Number:

Docket Text: First Appearance Hearing for Central Judicial Processing (CJP) scheduled for 400 PM on 11/30/2016 with Judge , test re: MUNICIPAL COMPLAINT W-2016-003758-1214

Transaction ID: PSP20161187

If you have any system or user ID issues you can contact the AOC Problem Reporting Desk at 1-800-343-7002.

They will take your contact information and problem details and forward the issue to someone who can assist you.